

**CHAPTER 4 — INFORMATION TECHNOLOGY**  
**ARTICLE 33 — INCIDENT REPORTS DATABASE**  
*Revised April 16, 1993*

**47060.1 Policy**

*Revised April 13, 2015*

It is the policy of the Department to provide statistical information on all reportable incidents within California's correctional facilities that involve felons. DOM 51030 defines incidents required to be reported to The Director.

**(Section 47060.2 is unchanged but shown for reference)**

**47060.2 Purpose**

The purpose of this policy is to establish and fix responsibility and accountability for the management of this system.

**47060.3 Responsibility**

*Revised April 13, 2015*

Overall responsibility for the incident reports database (e.g., security, data integrity, QA, QC) lies with the Director of EIS. Delegated responsibility resides with OISB. TSS within OISB is responsible for receiving, analyzing, and coding all reportable incidents; entering the incidents into the database; maintaining incident reports; and ensuring incident reports data base QC.

The Estimates and Statistical Analysis Section of OISB is responsible for the creation of statistical summary reports, annual and quarterly publications, and ad hoc requests.

**(Sections 47060.4 through 47060.6 are unchanged)**